FORMAT

1. **Paper Size :** A-4 size

2. **Margins :**
   Top: 1" (1 inch=2.54cm)
   Bottom: 1.15" (2.86cm)
   Left: 1.5"
   Right: 0.8"

3. **Line Spacing:** 1.5 line

4. **Title of Chapter**
   Font: Times New Roman (Bold face)
   Size: 18 point
   Alignment: Justified Alignment One thick line (2¼ point weight) after the name of chapter (no underlying required)

5. **Headings**
   First Order Heading: (for example – **1. INTRODUCTION**)
   Font : Times New Roman (Bold Face)
   Size : 16 point One blank line before the heading (12 points)
   Second Order Heading: (for example – **1.1. PROBLEM STATEMENT**)
   Font : Times New Roman (Bold Face)
   Size : 15 point One blank line before the heading (12 points)
   Third Order Heading: (for example – **1.1.1. ANY SUB-HEADINGS**)
   Font : Times New Roman (Bold Face)
   Size : 14 point One blank line before the heading (12 points)

6. **Text**
   Font : Times New Roman
   Size : 12 point
Alignment : Justified (Full Text)

7. **Abstract (up to 150 words)**

   Heading (i.e. ABSTRACT)
   Font : Times New Roman (**Bold Face**)
   Size : 16 point Two blank lines after the heading. (12 points)
   Remaining Text
   Font : Times New Roman
   Size : 12 point

Alignment : Justified (Full Text)

8. Figures and Tables : Centered Placed(if applicable)
Caption
Font : Times new roman (**Bold**)
Size : 12 point
Alignment : Centered
Figure Caption must be bellow the figure and centered, Table caption must be above the table and centered.

9. Page Numbering (Centered)
Till page, "FIGURE INDEX" : Roman (I, II, etc.)
For Remaining Pages
(i.e. from theory -to- BIBLIOGRAPHY) : 1, 2, …… N

10. References / Bibliography
Line Spacing : 1.5 Line
Font : Times New Roman
Size : 12 point
Publication details and/or URL must be in Italics.

Format:
[Citation number] Author's Name, "Article Title", Journal, Publisher, Location, Year, Edition/Reprint, PP Page *No Start-End*.
[Citation number] Author's Name, "Article Title", Complete URL of Web Page.
[Citation number] Author's Name, "Title of the Book", Publication, Edition, Year of Printing.
[citation numner] Little, J.W. and Parker, R. 2010. How to read a scientific paper. [http://www.owlnet.rice.edu/~cainproj/courses/HowToReadSciArticle.pdf].
Accessed August 24, 2011.

Note :

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1. Report must be written in your **own English language**.
2. **Abstract** should **be not more** than **One Page**.
3. Report must be submitted at the time of presentation (Soft **copy**).
4. *Sequence of pages to be followed as:*

    i. Title page
    ii. Certificate
    iii. Abstract
    iv. Acknowledgement